



Florida's Multi-Tiered System of Supports

Adapted from Florida's Problem Solving and Response to Intervention Project

Small Group Planning and Problem Solving Worksheet

Step 1 Define priorities that are wide-spread issues. Set a goal that is specific, measurable, ambitious, and realistic. Determine the desired outcome.	Priority selected. Goal statement. Desired outcome
Step 2 Brainstorm available resources and potential barriers.	Resources:
	Barriers:
Step 3 Select a barrier to address. Consider barriers that could reduce other barriers and barriers that are wide-reaching. (eventually repeat steps 3-7 for each barrier)	Selected barrier in behaviorally descriptive terms:
Step 4 Brainstorm and prioritize strategies to reduce or eliminate the selected barrier.	Strategies to reduce or eliminate selected barrier:
Step 5 Develop an action plan. List action items to implement strategies for reducing or eliminating the barrier. Who. What.	Action item #1: Who is responsible: When:

<p>When.</p> <p>Step 6 Plan follow-up for action plan items to ensure fidelity of implementation of strategies. Who. What. When.</p> <p>(Continue action items as needed)</p>	<p>Plan for follow-up:</p>
<p>Step 7 Design an evaluation plan for action items. Determine how the strategies to eliminate the barrier will be monitored for effectiveness. Who. What. When.</p>	<p>What data:</p> <p>Who is responsible:</p> <p>When:</p> <p>Criteria:</p>
<p>Step 8 Design an evaluation plan to measure progress toward achievement of the original goal. Who. What. When.</p>	<p>What data:</p> <p>Who is responsible:</p> <p>When:</p> <p>Criteria:</p>